

**New Hampshire Department of Transportation
Bureau Of Highway Maintenance**

**Operational Controls Matrix
EIP-11-Form 11a**

Activity and Key Characteristic(s)	Operational Controls inc. monitoring methods	Operational Control Checks (how to ensure controls work)	Are Controls Adequate or are Additional Controls Needed?	Deadline for Completion
Fuel Storage – UST Leak Detection	Veeder Root Automatic Monitoring System Annual Leak Testing	Leak test results are checked “pass”. Alarms are tested monthly. Tank and system are tested annually. Tag UST “out of service” if leak test or alarm fails.	Adequate	N/A
Wastewater Handling and Disposal	Work Instruction BHM-EMS-WI-001	Cleaning and Inspection OSC Audits	Adequate	N/A
Coated Equipment Maintenance	Work Instruction BHM-EMS-WI-002 Letter to Vendors – carrying-carryout	Approved equipment to be maintained on Table 2. Tags on known of suspected equipment to control maintenance that may generate hazardous materials. Vendors required to remove waste/debris generated during maintenance of their equipment. Re-coat with proper supplies acquired in accordance with Bulk Coatings and Coated Equipment Acquisition Work Instruction. OSC Audits	Adequate	N/A
Chemical Storage	Work Instruction BHM-EMS-WI-003	Weekly Visual Inspection OSC Audits	Adequate	N/A
Chemical Disposal	Work Instruction BHM-EMS-WI-004	Weekly Visual Inspection OSC Audits	Adequate	N/A

**New Hampshire Department of Transportation
Bureau Of Highway Maintenance**

**Operational Controls Matrix
EIP-11-Form 11a**

Salt and Anti-Icing Chemicals, Storage, and Handling	Work Instruction HMB-EMS-WI-006	Initial training. Re-training as needed. Monthly Inspections of Storage Facilities	Adequate	N/A
Bulk Coatings and Coated Equipment Acquisition	Work Instruction HMB-EMS-WI-005	Bulk coatings and coated equipment in accordance with approved specification. Spot inventory inspection. OSC Audits	Adequate	N/A

<i>Activity and Key Characteristic(s)</i>	<i>Operational Controls inc. monitoring methods</i>	<i>Operational Control Checks (how to ensure controls work)</i>	<i>Are Controls Adequate or are Additional Controls Needed?</i>	<i>Deadline for Completion</i>
Salt and Anti-Icing Chemicals, Storage, and Handling	Work Instruction BHM-EMS-WI-006	Monthly Inspections of Storage Facilities OSC Audits	Adequate	N/A
Vehicle Washing	Work Instruction BHM-EMS-WI-007	OSC Audits	Adequate	N/A
Wastewater Holding Tanks	Tank alarm	Monthly Inspection	Adequate	N/A